



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://ceo.lacounty.gov>

October 9, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
FIRE STATION 103 APPARATUS BAY AND HEADER RAISING
REFURBISHMENT PROJECT- CITY OF PICO RIVERA
CATEGORICAL EXEMPTION – APPROVE APPROPRIATION ADJUSTMENT
APPROVE PROJECT BUDGET - AWARD AGREEMENT
SPECS. 6872; C.P. 88737
(SUPERVISORIAL DISTRICT 1)
(3 VOTES)**

JOINT RECOMMENDATION WITH THE FIRE CHIEF:

1. Find the Fire Station 103 Apparatus Bay and Header Raising Refurbishment project categorically exempt under the California Environmental Quality Act.
2. Approve the appropriation adjustment to reallocate \$745,000 from the Fire District's Capital Project Accumulated Capital Outlay Fund, Services and Supplies appropriation to Capital Project 88737 to fully finance the proposed project cost.
3. Approve the \$1,085,000 total project budget for Fire Station 103.
4. Authorize the Director of Public Works to execute an agreement with GKK Works to provide design and construction administration services for the Fire Station 103 project for a \$75,000 not-to-exceed fee to be funded by Capital Project 88737 and to award and execute amendments and supplements related to this agreement within the same authority and limits as delegated to the Director of Public Works by your Board for County projects.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

5. Authorize the Director of Public Works to manage and deliver construction of the Fire Station 103 project on behalf of the Consolidated Fire Protection District; to award and execute consultant agreements, amendments, and supplements related to this project within the same authority and limits delegated to the Director of Public Works by your Board for County Projects; to accept the project; and release retention upon acceptance.
6. Authorize the Director of Public Works to initiate the refurbishment work for Fire Station 103 by using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to allow the Department of Public Works (Public Works) to begin design activities for the apparatus bay refurbishment at Fire Station 103 located at 7300 Paramount Boulevard in the City of Pico Rivera.

The project will raise the rear apparatus bay door header and create a new driveway in the rear of the fire station, turning the apparatus bay into a drive-through bay. Access to the rear of the station will be through an existing driveway that services the warehouses behind Fire Station 103. The Chief Executive Office is currently negotiating an easement with the property owners to obtain access to the driveway. Currently, equipment has to be backed into the apparatus bay, affecting traffic on Paramount Boulevard. The scope will also include any appropriate Americans with Disabilities Act upgrades.

Following completion of the construction documents and jurisdictional approvals, the refurbishment work will be completed by using a Board-approved Job Order Contract.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. It also directs that we ensure Children and Families' Well-Being (Goal 5) by enhancing the ability of families to live in safe, stable, and supportive communities. We are also directed to improve Community Services (Goal 6) by offering a wide range of services responsive to each community's specific needs. This project helps to achieve these goals as it is an investment in public infrastructure that will benefit the community of Pico Rivera by improving the Fire District's ability to respond to local emergencies.

FISCAL IMPACT/FINANCING

The recommended agreement with GKK Works is for a \$75,000 not-to-exceed amount. Sufficient funds are available in the Fiscal Year 2007-08 Capital Projects Budget, Capital Project (C.P.) 88737 for award of the recommended agreement. The total estimated project cost for the Fire Station 103 Apparatus Bay and Header Raising Refurbishment project, including plans and specifications, plan check, construction, equipment, consultant services, and County services, is \$1,085,000.

Following your Board's approval of the attached appropriation adjustment (Attachment B), sufficient funding will be available in C. P. 88737 to complete construction of the proposed project. Funding is provided by the Consolidated Fire District Accumulated Capital Outlay Fund. There is no impact to net County costs.

The Project Schedule and Budget Summary are included in Attachment A.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard design services agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, negotiation, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for award of this agreement, GKK Works is willing to consider Greater Avenues for Independence Program/General Relief Opportunities for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under Federal income tax laws.

As required by your Board, the project cost includes one percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

GKK Works is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

This proposed Fire Station 103 project has been reviewed and determined to be categorically exempt under the California Environmental Quality Act (CEQA) in accordance with State CEQA Guidelines, Sections 15301 (a), (d), and (e), and the County of Los Angeles Environmental Procedures and Guidelines, Class 1, adopted by your Board on November 17, 1987. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk. The remaining recommended actions are not subject to CEQA as it can be seen with certainty that they will have no potential effects on the environment.

CONTRACTING PROCESS

GKK Works was selected by the County through a competitive process to provide as-needed architectural/engineering (A/E) design services for various Fire District projects. On March 29, 2007, the Architectural Evaluation Board (AEB) recommended 15 firms to be considered for performing the professional services for these projects. On May 16, 2007, technical proposals for services were requested from these firms. Six firms submitted technical proposals for consideration. The proposals were evaluated by a panel of members from the Fire District, Chief Executive Office, and Public Works based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. The evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, four A/E firms were selected to provide as-needed A/E design services. GKK Works is one of the selected firms.

On February 3, 1998, your Board requested that contract opportunities be listed on the Doing Business with Us website. However, this contract opportunity was not listed on the website because the AEB evaluation process was used. This process was established by your Board to ensure that firms are selected on an equitable and impartial basis to provide design and consultant services. Public Works uses the Doing Business with Us website to offer general consultant opportunities, and the AEB supplements its business listing of architectural firms from the website information.

GKK Works has agreed to provide the services for a \$75,000 not-to-exceed fee. The negotiated fee has been reviewed by Public Works and is considered reasonable for the scope of work.

GKK Works' Community Business Enterprises participation data (26 percent) and 3-year contracting history with the County are on file with Public Works.

The State Labor Code requires contractors to pay prevailing wage rates to all persons employed on Public Works contracts.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact on current County services or projects during the performance of the recommended services.

CONCLUSION

Please return one adopted copy of this letter to my office and to the Department of Public Works, Project Management Division II.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer



P. MICHAEL FREEMAN
Fire Chief

WTF:DLW:PMF
DL:JSE:DJT:SW

Attachment (2)

c: Auditor-Controller
County Counsel
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

October 9, 2007

ATTACHMENT A

**DEPARTMENT OF PUBLIC WORKS:
FIRE STATION 103 APPARATUS BAY AND HEADER RAISING
REFURBISHMENT PROJECT
CATEGORICAL EXEMPTION – APPROVE APPROPRIATION ADJUSTMENT
APPROVE PROJECT BUDGET - AWARD AGREEMENT
SPECS. 6872; C.P. 88737**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Design	
a) Contract Execution	11/01/07
b) Construction Documents	04/15/08
c) Jurisdictional Approval	06/24/08
Construction	
a) Substantial Completion	02/23/09
b) Project Acceptance	04/20/09

II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Land Acquisition	0
Construction	
(a) Construction	\$ 500,000
(b) Change Order (15 percent)	\$ 75,000
(c) Civic Art	\$ 5,750
Subtotal	\$ 580,750
Equipment	\$ 75,000
Plans and Specifications	
(a) Design Services	\$ 75,000
(b) Additional Services	\$ 7,500
Subtotal	\$ 82,500
Consultant Services	\$ 35,000
Miscellaneous Expenditures	
(a) Office of Affirmative Action	\$ 3,000
(b) Printing/Legal Advertising	\$ 1,000
Subtotal	\$ 4,000
Jurisdictional Review and Plan Check	\$ 6,000
County Services	\$ 301,750
TOTAL	\$1,085,000

BOARD OF
SUPERVISORS
OFFICIAL COPY

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COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. 390-03
No.

DEPARTMENT OF Fire

September 18, 18 2007

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

3-Vote
Fiscal Year 2007-08

SOURCES:

Fire Department - Capital Project ACO
Services & Supplies
J13-FR-2000-50099
\$ 745,000

USES:

Fire - Capital Project ACO
Fire Station 103
Fixed Asset - Bldg & Improvements
J13-CP-6014-65033-88737
\$ 745,000

Summary Total:

Sources:

\$ 745,000

Uses:

\$ 745,000

The Appropriation Adjustment is necessary to fund the construction cost for the Fire Station 103 apparatus bay and header rising project.

Sonia Garcia

Sonia Garcia, Supervisor AAIIL, FMD

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR—

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

SEP 27, 2007 19

CHIEF ADMINISTRATIVE OFFICER

AUDITOR-CONTROLLER

BY

John J. [Signature]

2007

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

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